

VIRGINIA:

IN THE CIRCUIT COURT FOR THE CITY OF NEWPORT NEWS ON
THE ____ DAY OF _____, ____.

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Chancery No. _____

ORDER TO MEET AND CONFER

A hearing having been requested and scheduled in this case, the parties and their respective counsel are hereby ORDERED to complete the applicable parts of Schedule “A”, “B”, and “C” and provide copies to the opposing party and file same with the Court three days prior to the hearing.

- (A) with such party’s monthly gross income from all sources (§20-108.2C); number of minor children requiring support; costs for health care coverage to the extent allowed by §20-108.2E; any extraordinary work related child care expense and/or dental expense (§20-108.2D & F); monthly support required for minor child(ren) consistent with §20-107.2 and §20-108.1, et seq., of the Virginia Code; each spouse’s proportionate share (consistent with §20-108.2G) of the total amount of the monthly support required for the minor child(ren) of the parties; and
- (B) Each party is to provide three (3) days prior to the hearing a current income/expense statement (attached W-2’s from last year’s taxes and pay stubs for the past four (4) pay periods or equivalent proof of income.) The Court requires that the attached expense forms be used for those who intend to introduce such evidence. The Court will permit computer generated child support guideline worksheets and income expense forms so long as they are substantially in compliance with the attached schedules.
- (C) In all contested custody or visitation hearings, the parties are required to complete the best interests of the child form, exchange it not later than three (3) days prior to the hearing, and provide a copy to the Court within the same time frame.

IT IS FURTHER ORDERED that the parties, and their counsel, meet and confer not later than three (3) days prior to the aforesaid hearing (or any date to which the hearing is continued) and jointly complete and file Schedules “A” and “B” with the Court and make a bona fide effort to mutually resolve the issues to be addressed at the hearing including, as applicable, temporary occupancy of the marital residence, temporary custody and visitation rights with respect to any minor children, the amount

(when and to whom paid) of any temporary money for spousal support and provide the information required by Schedule “A” for the support of any minor children, the amount of temporary attorney’s fees, court costs and all other germane matters.

The initial moving party shall initiate the “meet and confer” conference and record the joint information on Schedules “A” and “B” and file same with the Court not later than three (3) days in advance of the hearing. The parties and counsel are responsible for selecting an adequate time period. The hearing will be limited to those issues on which the parties cannot agree. Failure to comply with this Order, and in particular, the “meet and confer” provisions, is cause for cancellation of the hearing. Any party’s failure to comply with any provision of this order will be a factor in the award of counsel fees and costs.

Immediately upon conclusion of the hearing, the parties will be required to complete the model pendente lite order as adopted by the Court via Local Rule #98.1, endorse it and leave it with the Judge’s secretary. The Court may grant leave to deviate from this requirement for good cause. If the parties reach an accord and desire to have a consent order entered, the model pendente lite order as adopted by the Court by Local Rule #98.1 shall be implemented. The payroll deduction order as supplied by the Supreme Court must be used and submitted by the attorney for the party who is the recipient of support within three days upon conclusion of the hearing.

Judge